

Objections to Motions

For Attorneys

This lesson explains how to docket an objection (or a response) to a motion or application. The example used is an objection to a Motion to Avoid a Lien.

STEP 1 Click the Bankruptcy hyperlink on the CM/ECF Main Menu. (See Figure 1.)



Figure 1

STEP 2 The **BANKRUPTCY EVENTS** screen displays. (See Figure 2.)



Figure 2

◆ Click the Answer/Response hyperlink.

STEP 3 The **ANSWER/RESPONSE TYPE** screen displays.
(See Figure 3.)

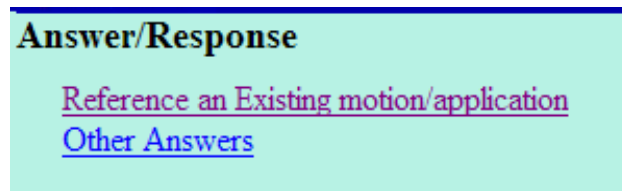


Figure 3

- ◆ Click the Reference an Existing motion/application hyperlink.

STEP 4 The **CASE NUMBER** screen displays (See Figure 4.)

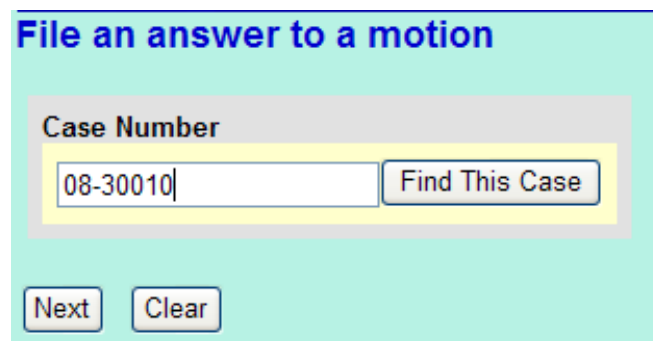
The screenshot shows a light blue rectangular box with a dark blue border. At the top, the text 'File an answer to a motion' is written in a bold, dark blue font. Below this, there is a light gray rectangular box. Inside this box, the text 'Case Number' is written in a bold, dark blue font. Below 'Case Number', there is a text input field containing the value '08-30010'. To the right of the input field is a button labeled 'Find This Case'. Below the light gray box, there are two buttons: 'Next' and 'Clear'.

Figure 4

- ◆ Enter the correct case number, including the hyphen.
- ◆ Click **[Next]**.

STEP 5 The **DOCUMENT TYPE SELECTION** screen displays.
(See Figure 5.)

File an answer to a motion

[08-30010 Brenda's Bar](#)

Start typing to find an event.

Available Events (click to select an event)

- Objection
- Objection to Professional Fees
- Reply
- Reply to Response to Summary Judgment Motion
- Response
- Response to Interrogatories
- Response to Summary Judgment Motion

Selected Event

Next Clear

Figure 5

- ◆ Click on the down arrow in the **Document Type** pick list. Highlight *objection*.
- ◆ Click **[Next]**.

STEP 6 The **JOINT FILING** screen displays. (See Figure 6.)

File an answer to a motion:

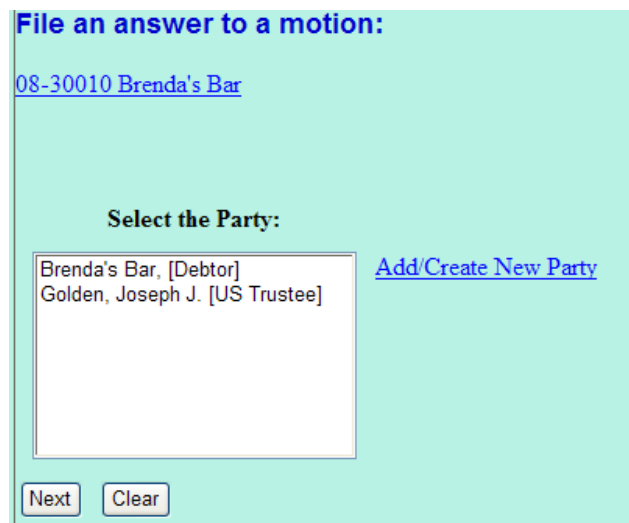
[08-30010 Brenda's Bar](#)

☐ Joint filing with other attorney(s).

Next Clear

- ◆ This screen will only be used if another attorney is joining in this filing. No action is necessary.
- ◆ Click **[Next]**.

STEP 7 The **SELECT PARTY** screen displays. (See Figure 7.) All participating parties on the case will appear on this list.

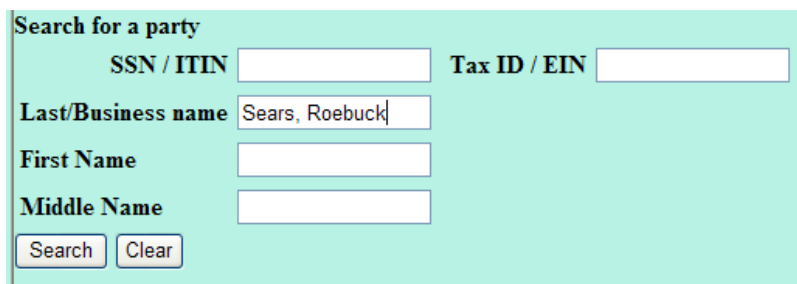


The screenshot shows a web interface for filing an answer to a motion. At the top, it says "File an answer to a motion:" in blue. Below that is a link "08-30010 Brenda's Bar". The main section is titled "Select the Party:". It contains a scrollable list box with two entries: "Brenda's Bar, [Debtor]" and "Golden, Joseph J. [US Trustee]". To the right of the list box is a blue hyperlink "Add/Create New Party". At the bottom of the list box are two buttons: "Next" and "Clear".

Figure 7

- ◆ The party for whom you are filing the objection in this example is Sears, Roebuck and Co.
- ◆ Since the party name (Sears, Roebuck and Co.) does not display in the **Select The Party** box, they need to be added to this case.
- ◆ Click the Add/Create New Party hyperlink.

STEP 8 The **PARTY SEARCH** screen displays. (See Figure 8.) You must first search the database to retrieve the party record. If the party is new to the court, a new party record must be created.



Search for a party

SSN / ITIN Tax ID / EIN

Last/Business name

First Name

Middle Name

Figure 8

It is very important to search carefully and thoroughly before adding a new party so duplicate records for the same person or entity do not reside on the database. Additional search hints are provided below.

Search Hints:

- Enter one field of data for each search.
- Format Social Security Number or Tax ID with hyphens.
- Searching is case sensitive. (Smith, not smith)
- Include punctuation. (O'Brien, Garcia-Barrera)
- Try alternate search clues if your first search is not successful.
- Partial names can be entered.
- Wild cards (*) are not required at the end of search strings.
- Wild cards may be used before or within search strings. (*son, Gr?y)

- ◆ Click in the **Last/Business name** box and enter the last (or partial) name or business name of the party. We have entered Sears, Roebuck for Sears, Roebuck and Co.
- ◆ Click **[Search]** .

- STEP 9** The system will search the court database and then display a list of all parties whose names match the search criteria you entered. (See Figure 9a.)

Search for a party

SSN / ITIN Tax ID / EIN

Last/Business name

First Name

Middle Name

Party search results

Sears, Roebuck & Company, P. O. Box 8, Boise, ID
Sears, Roebuck and Co., 12201 Bluegrass Pkwy., Louisville, KY
Sears, Roebuck and Co., M. Ronald Christopher, Murray, KY
Sears, Roebuck and Co., c/o M. Ronald Christopher, Murray, KY
Sears, Roebuck and Co., c/o M. Ronald Christopher, Murray, KY

Figure 9a

- NOTE:** Your name search may find more than one record having the same name as shown in **Figure 9b**. Clicking on each of the names will display a window showing the party's address information for verification.

If none of the addresses are correct for this party, you can either 1.) modify the address (for this case only) on the following PARTY INFORMATION screen, or 2.) click on the **[Create new party]** button to add a new person record with this address.

- ◆ For this example **[Select name from list]**

Search for a party

SSN / ITIN Tax ID / EIN

Last/Business name

First Name

Middle Name

Party search results

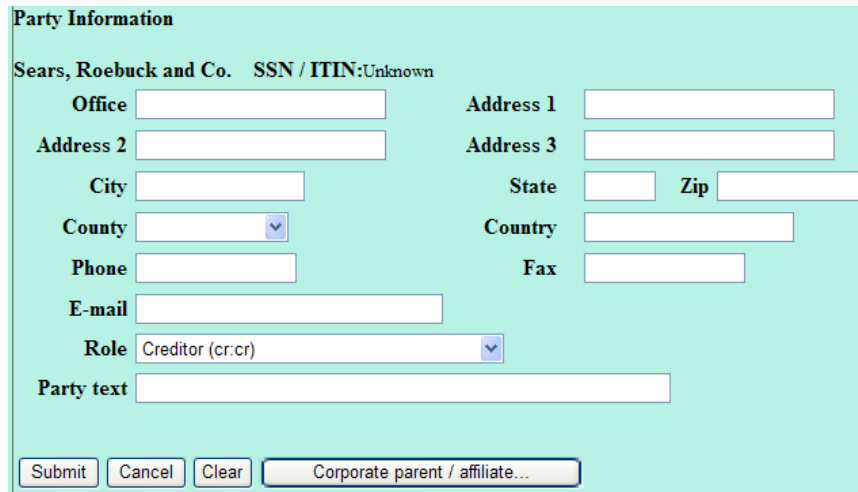
Sears, Roebuck & Company, P. O. Box 8, Boise, ID
Sears, Roebuck and Co., 12201 Bluegrass Pkwy., Louisville, KY
Sears, Roebuck and Co., M. Ronald Christopher, Murray, KY
Sears, Roebuck and Co., c/o M. Ronald Christopher, Murray, KY
Sears, Roebuck and Co., c/o M. Ronald Christopher, Murray, KY

KYWB Testing Database - Windows Internet Exp...

Sears, Roebuck and Co.
12201 Bluegrass Pkwy.
Louisville, KY 40299
USA
County: Jefferson

Figure 9b

STEP 10 The **PARTY INFORMATION** screen will then appear.
(See Figure 10.)



Party Information

Sears, Roebuck and Co. SSN / ITIN:Unknown

Office Address 1

Address 2 Address 3

City State Zip

County Country

Phone Fax

E-mail

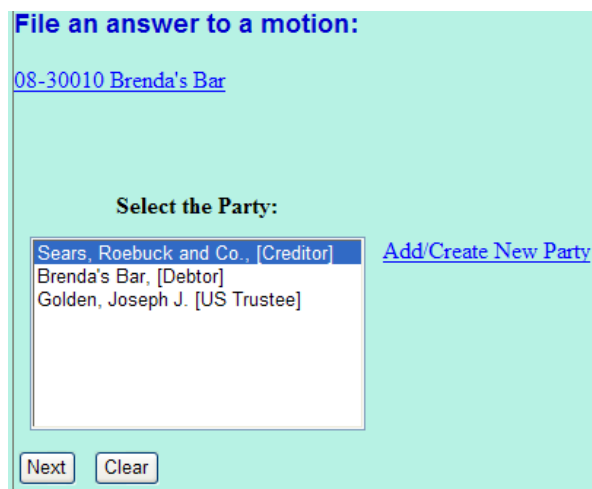
Role Creditor (cr:cr)

Party text

Figure 10

- ◆ **Do not** add address information.
- ◆ Click to expand the Party Role list arrow ▼ and highlight **Creditor** (cr:cr).
- ◆ Click **[Submit]**.

- STEP 11** The **SELECT PARTY** screen displays again with the new party filer highlighted at the top of the list (Sears, Roebuck and Co.). (See Figure 11.)

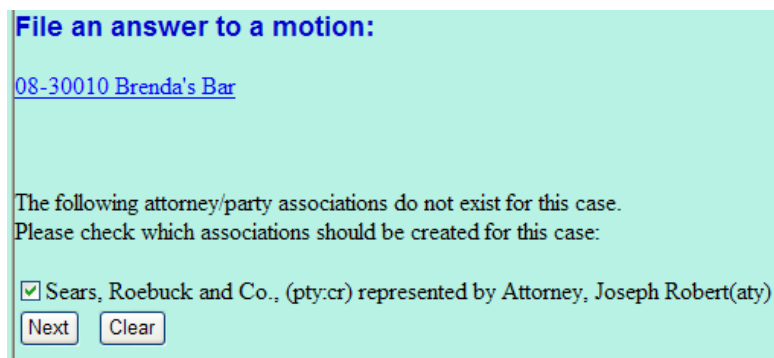


The screenshot shows a web interface with a light blue background. At the top, it says "File an answer to a motion:" in blue. Below that is a link "08-30010 Brenda's Bar". In the center, there is a section titled "Select the Party:". Below this title is a dropdown menu that is currently open, showing three options: "Sears, Roebuck and Co., [Creditor]", "Brenda's Bar, [Debtor]", and "Golden, Joseph J. [US Trustee]". To the right of the dropdown menu is a link "Add/Create New Party". At the bottom of the section are two buttons: "Next" and "Clear".

Figure 11

- ◆ Click **[Next]**.

- STEP 12** The **ATTORNEY/PARTY ASSOCIATION** screen appears. (See Figure 12.)

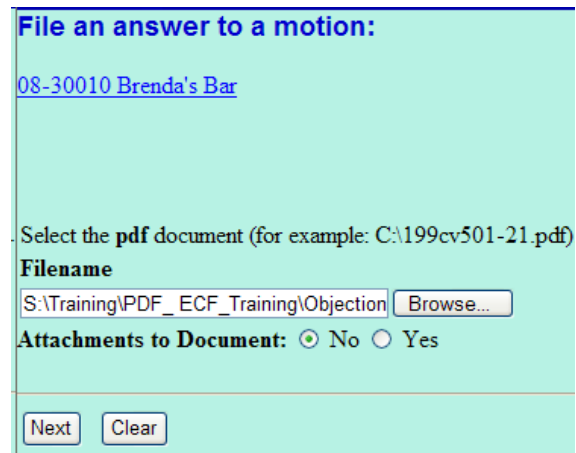


The screenshot shows a web interface with a light blue background. At the top, it says "File an answer to a motion:" in blue. Below that is a link "08-30010 Brenda's Bar". In the center, there is a section titled "The following attorney/party associations do not exist for this case. Please check which associations should be created for this case:". Below this text is a checkbox that is checked, with the text "Sears, Roebuck and Co., (pty:cr) represented by Attorney, Joseph Robert(aty)". At the bottom of the section are two buttons: "Next" and "Clear".

Figure 12

- ◆ Since your party, Sears, Roebuck and Co, is new, this screen will establish you as counsel for them on this case. J. Attorney is used as an example.
- ◆ Check the box and click **[Next]**.

STEP 13 The **PDF DOCUMENT SELECTION** screen displays.
(See Figure 13.)



File an answer to a motion:

[08-30010 Brenda's Bar](#)

Select the pdf document (for example: C:\199cv501-21.pdf)

Filename

S:\Training\PDF_ECF_Training\Objection

Attachments to Document: ☒ No ☐ Yes

Figure 13

- ◆ Click **[Browse]**, then navigate to the directory where the PDF file is located or type in the entire drive and directory path.
- ◆ Double-click the PDF file to select it.
- ◆ There will not be any Attachments to the objection in this lesson. Accept the **No** default radio button.
- ◆ Click **[Next]**.

STEP 14 The **LINKING** screen appears. (See Figure 14)

File an answer to a motion:

[08-30010 Brenda's Bar](#)

Select the category to which your event relates.

claims
cmp
court
crditcrd
cred
misc
motion
notice
order
orderx

Filed to

Documents to

Figure 14

NOTE: Checking the box creates a link between the pending matter and the objection, answer or response.

- ◆ Check the box and click **[Next]**
- ◆ Select the category of documents to which your document will be linked to. For this lesson highlight and select **Motion** due to our objection is to the Motion to Avoid Lien. (See Figure 14)
- ◆ Click **[Next]**.

STEP 15 The **PENDING MOTIONS** screen appears. (See Figure 15.)



File an answer to a motion:

[08-30010 Brenda's Bar](#)

Select the appropriate event(s) to which your event relates:

☒ 09/04/2008 [3](#) Motion to Avoid Lien on Household Goods under Section 522(f)(1)(B)(i) of Sears regarding Tools. Filed by Debtor Brenda's Bar (Attachments: # [1](#) Proposed Order) (Craven, S.)

Figure 15

- ◆ Select the appropriate motion you wish to objection to by clicking in the box next to the date. If there is more than one possibility, click on the document number hyperlink to view the imaged application or motion.
- ◆ Click **[Next]**.

STEP 16 The **MODIFY DOCKET TEXT** screen appears. (See Figure 16.)

File an answer to a motion:

[08-30010 Brenda's Bar](#)

Docket Text: Modify as Appropriate.

Objection to Motion to Avoid Lien on Household Goods under Section 522(f)(1)(B)(i) of Sears regarding Tools filed by Debtor Brenda's Bar[3]. Filed by Creditor Sears, Roebuck and Co. (Attorney, Joseph)

Figure 16

- ◆ These prefixes are optional. (See pop-up menu above.)
- ◆ Click **[Next]**.

STEP 17 The **FINAL DOCKET TEXT** screen appears. (See Figure 18.)

File an answer to a motion:

[08-30010 Brenda's Bar](#)

Docket Text: Final Text

Objection to Motion to Avoid Lien on Household Goods under Section 522(f)(1)(B)(i) of Sears regarding Tools filed by Debtor Brenda's Bar[3]. Filed by Creditor Sears, Roebuck and Co. (Attorney, Joseph)

Attention!! Submitting this screen commits this transaction. You will have no further opportunity to modify this submission if you continue.

Figure 17

- ◆ Use caution on this screen and proof the contents of the entry carefully.

NOTE: To abort or restart the transaction at any time, click the [Bankruptcy](#) hyperlink on the main menu bar.

- ◆ When you click **[Next]**, the entry is sent to the court's database.

STEP 18 The **NOTICE OF ELECTRONIC FILING** screen appears. (See Figure 18.)

[File an answer to a motion:](#)

[08-30010 Brenda's Bar](#)

U.S. Bankruptcy Court
Western District of Kentucky

Notice of Electronic Filing

The following transaction was received from Joseph Robert Attorney entered on 9/4/2008 at 2:45 PM EDT and filed on 9/4/2008

Case Name: Brenda's Bar
Case Number: [08-30010](#)
Document Number: [4](#)

Docket Text:
Objection to Motion to Avoid Lien on Household Goods under Section 522(f)(1)(B)(i) of Sears regarding Tools filed by Debtor Brenda's Bar[3]. Filed by Creditor Sears, Roebuck and Co. (Attorney, Joseph)

The following document(s) are associated with this transaction:

Document description:Main Document
Original filename:S:\Training\PDF_ECF_Training\Objection.pdf
Electronic document Stamp:
[STAMP bkecfStamp_ID=996699402 [Date=9/4/2008] [FileNumber=19820-0] [4
9fec604b5349496fdc4de785a08baae31980960784544d4cca7734423cf227dac7666

Figure 18

- ◆ Users should scroll down to view entire notice.
- ◆ Click the browser **[Print]** button to print a copy of this notice.
- ◆ You may also save the notice through the browser File/Save option.